



Job Description: Primary Classroom Teacher

Job Details

Salary: Teacher's Pay Scale for England (M1 to M6 - currently £30,000 to £41,333 April 2024)

Hours: Full-time

Contract type: Temporary (Maternity Cover)

Reporting to: Headteacher

Responsible for: Teaching Assistant

Main Purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Duties and Responsibilities

Teaching

- Plan and teach well-structured lessons and sequences of lessons to assigned classes, following the school's plans, curriculum and schemes of work in order to achieve target levels of pupil attainment, progress and outcomes
- Adapt teaching to respond to the strengths and needs of pupils, including those with SEND
- Demonstrate good subject and curriculum knowledge; planning and delivering accurate and effective lessons and sequences of lessons
- Take responsibility for ensuring that pupils are well-prepared for statutory and non-statutory assessments
- Promote high standards of literacy and numeracy across all curriculum areas
- Demonstrate a clear understanding of systematic synthetic phonics
- Use Early Years, KS1 and KS2 objectives to assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils
- Make accurate and productive use of assessment to inform future teaching and learning
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Contribute to the development and co-ordination of subjects and curriculum areas to continue to improve standards and outcomes for pupils
- Support the development of whole school policies
- Carry out action plans and report on progress effectively



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Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a calm, productive and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take initiative for furthering own knowledge and understanding
- Take initiative for staying up-to-date with national or statutory changes and developments
- Reflect systematically on the effectiveness of lessons and approaches to teaching
- Take part in the appraisal and professional development of others, where appropriate

Communication

- Communicate effectively with pupils, colleagues, parents and carers, verbally and in written correspondence
- demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school
- Take initiative for staying up-to-date with national or statutory changes and developments

Other areas of responsibility

- Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.



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Person Specification

CRITERIA	QUALITIES
Qualifications and experience	<ul style="list-style-type: none"> • Qualified teacher status • Teaching experience in the primary age range and confident to work across all key stages, including Early Years • Experience of working in a small school environment • Experience of working in a mixed-age, mixed key stage classroom • Experience of providing pastoral support to children and families • Experience of supporting pupils with SEND • Experience of/involvement in national assessment processes • Experience in using assessment to effectively plan challenging and engaging lessons, and sequences of lessons, based on the needs of individuals and cohorts
Skills and knowledge	<ul style="list-style-type: none"> • Ability to demonstrate in-depth knowledge of the National Curriculum and be able to take responsibility for promoting high standards throughout the school • Have knowledge of teaching, learning and assessment in the Early Years • Be knowledgeable about, and willing to take responsibilities in, subject leadership and co-ordination • Demonstrate knowledge and use of effective teaching and learning pedagogies to support the learning process to ensure that all learners make excellent progress and that their varying needs are met • Be knowledgeable about/willing to support the development of Talk4Writing across the curriculum • Be knowledgeable about the teaching of early reading and systematic synthetic phonics • Be knowledgeable about the teaching of mathematics, including the principles of maths mastery and the CPA approach • Ability to use a range of assessment and recording methods to ensure that teaching and learning needs are met • Be able to demonstrate excellent classroom organisation and create a stimulating learning environment which promotes and develops a love of learning • Ability to demonstrate highly effective classroom management strategies to support high expectations of pupils' behaviour • Confident in using technology to motivate, engage and raise standards • Knowledge of guidance and requirements around safeguarding children • Knowledge of SEND processes and procedures and experience of producing Educational Support Plans and referrals to external agencies



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Personal qualities	<ul style="list-style-type: none">• Enthusiastic, innovative, creative and passionate about child-centered teaching and learning• Commitment to securing the best outcomes for all pupils and promoting the ethos and values of Hallbankgate Village School• Ability to promote and reinforce positive attitudes to learning and behaviour that reflect the culture and climate of our school• Ability to prioritise effectively• Ability to work collaboratively with other professionals and colleagues, providing effective support and challenge to improve practice• Commitment to maintaining confidentiality at all times• Commitment to safeguarding and equality• Can demonstrate a positive and resilient attitude to the changing demands of a small primary school
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Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: April 2024

Next review date:

Headteacher/line manager's signature:

Date:

Postholder's signature:

Date:
